

**MIDD-WEST SCHOOL DISTRICT
REGULAR MEETING
MIDDLEBURG MIDDLE SCHOOL
MONDAY, AUGUST 3, 2009**

TABLE OF CONTENTS

<u>MEETING SCHEDULE</u>	<u>PAGE(S)</u>
I. EXECUTIVE SESSION	1
II. CALL TO ORDER	1
III. ROLL CALL	1
IV. SUPERINTENDENT'S REPORT	2
V. SCHEDULED SPEAKERS	2
VI. ADMINISTRATIVE REPORTS	
A. BUSINESS MANAGER	2
B. CURRICULUM	2
C. FACILITIES	2-3
VII. ITEMS FOR ACTION	
A. APPROVAL OF MINUTES	3
B. FISCAL	
1. BILLS	3
2. TREASURER'S REPORTS	3-4
3. CHANGE ORDER – WEST SNYDER MIDDLE SCHOOL WINDOW PROJECT	4
4. CHANGE ORDER – PERRY-WEST PERRY ELEMENTARY SCHOOL WINDOW PROJECT	4
5. SNYDER COUNTY TAX COLLECTION COMMITTEE {TCC} DELEGATE APPOINTMENT RESOLUTION	4
6. PAEJPC 87 OCTANE UNLEADED GASOLINE BID	5
7. STUDENT NOTIFICATION SYSTEM	5
C. POLICY AND PROGRAM RECOMMENDATIONS	
1. EDUCATIONAL AND/OR CLASS TRIP	5
D. PERSONNEL RECOMMENDATIONS	
1. ADMINISTRATIVE MEMORANDUM OF UNDERSTANDING	5

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TABLE OF CONTENTS

<u>MEETING SCHEDULE</u>	<u>PAGE(S)</u>
2. CORRECTION OF SALARY FOR TEMPORARY PROFESSIONAL EMPLOYEE	5
3. LEAVES OF ABSENCE	6
4. RESIGNATIONS	6
5. EMPLOYMENTS - CERTIFICATED	6-7
6. EMPLOYMENTS - CLASSIFIED	7-8
7. APPOINTMENTS	8-9
8. ADDITIONS TO SUBSTITUTE LISTS	9-10
9. SCHOOL VOLUNTEER	10
10. SCHOOL DENTIST	10
VIII. OTHER	10
IX. PUBLIC COMMENT	11
X. REPORTS	
A. BOARD DELEGATES REPORTS	
1. CSIU	11
2. SUN AREA CAREER AND TECHNOLOGY CENTER	11
3. PSBA LIAISON	11
4. ASSOCIATE STUDENT REPRESENTATIVES	11
B. BOARD COMMITTEE REPORTS	
1. BUILDINGS AND GROUNDS COMMITTEE	11
2. TRANSPORTATION COMMITTEE	11
3. POLICY AND EDUCATION COMMITTEE	11
XI. INFORMATION ITEMS	
A. DATES FOR BOARD MEMBERS' CALENDARS	11-12
B. DISTRIBUTIONS.....	12
XII. ADJOURNMENT	12

***Midd-West School District
Regular Meeting
Middleburg Middle School
Monday, August 3, 2009***

A QUALITY EDUCATION FOR ALL, FOR LIFE

I. EXECUTIVE SESSION: 6:30 p.m.

Following the special meeting held July 23, 2009, the Board held an Executive Session to discuss personnel matters. The Executive Session this evening was held to discuss personnel and land acquisition issues.

II. CALL TO ORDER: 7:50 p.m.

III. ROLL CALL:

<u>BOARD OF SCHOOL DIRECTORS</u>	<u>PRESENT</u>	<u>ABSENT</u>	<u>LATE ARRIVAL</u>
Mrs. Nancy O. Kroh, President	P		
Mr. James H. Aurand, Vice-President	P		
Mr. Larry E. Moyer, Treasurer	P		
Mr. M. Richard Aucker	P		
Mr. Timothy E. Folk	P		
Mr. Ronald L. Hoffman	P		
Ms. Susan K. Kinney	P		
Mr. Ross A. Snook	P		
Mrs. Sherryl L. Wagner	P		
Dr. Wesley L. Knapp, Superintendent (Non-Voting Member)	P		
Mrs. Jeri S. King, Secretary (Non-Member)	P		

OTHERS

Mrs. Daphne D. Snook, Director of Curriculum, Instruction and Technology
Ms. Lynn Y. Naugle, Business Manager
Orris C. Knepp, III, Esquire, Solicitor
Mr. Todd VanKirk, Assistant Principal, Midd-West High School
Dr. David R. Fassett, Supervisor of Special Education
Mr. Gregg T. Wetzel, Principal, Middleburg Elementary and Perry-West Perry Elementary Schools
Mr. Gary Thomas, Supervisor of Buildings and Grounds
Mr. David Harrison, Principal, West Beaver Elementary and West Snyder Middle Schools
Mrs. Carla A. Hayes-Sauer, Teaching Assistant to the Principal, Middleburg Elementary School
Mr. Scott R. Test
Mr. Andrew S. Finck
Approximately 3 other interested citizens

IV. SUPERINTENDENT'S REPORT

1. District Staff In-Service, August 19, 2009, Middleburg Middle School – Dr. Knapp invited the Board members to the In-Service so that they can have the opportunity to meet and hear the speaker, Leland Dishman, and to show their support to the District staff. Dr. Knapp is hoping to coordinate a meeting the night before the In-service at his home with Mr. Dishman, the Board and Administrators.

Dr. Knapp reported to the Board that he has received several Right-to-Know requests regarding the building project and District staff. He is providing information as the law states, although some of the information requested will not be provided under advice from the Solicitor. PSBA and PSEA have filed an injunction against reporting certain information concerning staff that could be unsafe to do so. Attorney Knepp advises us to hold off on those requests until the matter of the injunction is settled.

2. SUN Area Career & Technology Center Update – Attorney Knepp reported their bond counsel is putting the financing in place so as not to incur debt; this is intended to be a tax-free municipal lease.

V. SCHEDULED SPEAKERS

None

VI. ADMINISTRATIVE REPORTS

A. BUSINESS MANAGER – Ms. Lynn Y. Naugle

1. Ms. Naugle reported the cancellation of the next negotiations committee meeting. It is due to an unforeseen emergency. Ms. Naugle also mentioned the Transportation Committee and the Buildings and Grounds Committee meetings are scheduled for the night of the Middleburg Fireman's Parade, and she wanted the chairpersons to consider changing the meetings or canceling them.
2. Act 32 – EIT Tax Collection – Ms. Naugle explained the motion on the agenda regarding the committee for Tax Collection. Under the Act, the EIT collection entities across the Commonwealth will be reduced to 69 collection entities. All Snyder County Municipalities and School Districts will be part of the TCC and will choose one EIT collection entity. Currently, all use the same entity, so we are ahead of the recommendation already.

B. CURRICULUM – Mrs. Daphne D. Snook, Director of Curriculum, Instruction and Technology

1. District PSSA and AYP Reports – Mrs. Snook reviewed the 2009 PSSA results for the District. The District made AYP status for 2008-2009. The test scores show that more work needs to be done to bring up the test scores, especially in the high school.

C. FACILITIES – Mr. Gary Thomas, Supervisor of Buildings and Grounds *{Reports in distribution folders}* – Mr. Thomas reported the summer work crews are doing well and have made progress. The West Beaver Roof Project is complete except for final inspection. The gymnasium painting and carpet replacement in the

Library at West Snyder Middle School have been completed. The window replacement at West Snyder Middle School is still proceeding and the Perry-West Perry Elementary School window project is down to the finishing work. The asbestos abatement is completed at Midd-West High School. Cleaning will be completed in time for school to start. Additional roof areas at Middleburg Elementary School are being cleared of stone and any leaks found have been repaired.

VII. ITEMS FOR ACTION

THE FOLLOWING ACTION ITEMS SUGGEST A ROLL CALL VOTE. YOU WILL BE RECORDED AS VOTING IN THE AFFIRMATIVE FOR THE MOTION UNLESS YOU SAY "NAY" OR "I ABSTAIN."

A. APPROVAL OF MINUTES

Mr. Aucker moved and Mr. Folk seconded a motion to approve the minutes from the July 13, 2009, regular meeting and the July 23, 2009, special meeting of the Midd-West School District Board of Directors.

Yes: Aucker, Aurand, Folk, Hoffman, Kinney, Kroh, Moyer, Snook and Wagner
 No: None
 Motion Carried

B. FISCAL

1. BILLS

Mr. Snook moved and Ms. Kinney seconded a motion for approval of the list of bills from June 23, 2009, through July 27, 2009, chargeable against the funds and accounts indicated on the list of bills included in the agenda packet.

Yes: Aucker, Aurand, Folk, Hoffman, Kinney, Kroh, Moyer, Snook and Wagner
 No: None
 Motion Carried

2. TREASURER'S REPORTS

Mr. Folk moved and Mr. Aucker seconded a motion for approval of the treasurer's reports for all funds listed below for the period from June 1, 2009, through June 30, 2009:

<u>Fund</u>	<u>Beginning Balance</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Ending Balance</u>
General Fund	\$10,027,893.77	\$ 3,747,173.57	\$ 2,391,663.37	\$11,383,403.97
Capital Reserve Fund	\$ 6,013,256.26	\$ 1,617.32	\$ 109,943.57	\$ 5,904,930.01
Capital Projects Fund (2003)	\$ 7,549,991.45	\$ 3,946.44	\$ 197,459.57	\$ 7,356,478.32
Capital Projects Fund (2008)	\$ 9,799,825.42	\$ 9.47	\$ -	\$ 9,799,834.89

Food Service Fund	\$ 156,826.05	\$ -	\$ -	\$ -
Athletic Fund	\$ 23,402.35	\$ 5,638.75	\$ 20,784.81	\$ 8,256.29
Activity Fund	\$ 85,759.18	\$ 6,976.76	\$ 11,479.97	\$ 81,255.97

Yes: Aucker, Aurand, Folk, Hoffman, Kinney, Kroh, Moyer, Snook and Wagner

No: None

Motion Carried

3. **CHANGE ORDER – WEST SNYDER MIDDLE SCHOOL WINDOW PROJECT**

Mr. Aurand moved and Ms. Kinney seconded a motion to approve an ADD change order for the West Snyder Middle School Replacement Window Project in the amount of \$5,257.68, for an additional window in the Tech Ed Shop.

Yes: Aucker and Kroh

No: Aurand, Folk, Hoffman, Kinney, Moyer, Snook and Wagner

Motion Failed

4. **CHANGE ORDER – PERRY-WEST PERRY ELEMENTARY SCHOOL WINDOW PROJECT**

Mr. Aurand moved and Ms. Kinney seconded a motion to approve an ADD change order for the Perry-West Perry Elementary School Replacement Window Project in the amount of \$1,397.14, in order to change door hardware on the east exterior cafeteria door from one lockset and two flush bolts to two panic bars.

A discussion was held where the Board questioned why the architect changed the first set of specifications and removed the panic bars. Dr. Knapp will be in contact with the architect regarding this matter.

Yes: Aucker, Aurand, Folk, Hoffman, Kinney, Kroh, Snook and Wagner

No: Moyer

Motion Carried

5. **SNYDER COUNTY TAX COLLECTION COMMITTEE {TCC} DELEGATE APPOINTMENT RESOLUTION**

Mr. Aucker moved and Ms. Kinney seconded a motion for approval of a Resolution to appoint Lynn Y. Naugle as voting delegate and Robin A. Kauffman as first alternate voting delegate and Connie L. Mitchell as second alternate voting delegate to represent Midd-West School District to the Snyder County Tax Collection Committee {TCC}. The Resolution was included in the agenda packet and by reference is included in these minutes.

Yes: Aucker, Aurand, Folk, Hoffman, Kinney, Kroh, Moyer, Snook and Wagner

No: None

Motion Carried

6. **PAEJPC 87 OCTANE UNLEADED GASOLINE BID**

Mr. Aurand moved and Ms. Kinney seconded a motion for approval of the bid through the PAEJPC for 87 octane unleaded gasoline from Inergy Propane {Farm and Home Oil Co.} at the tank wagon fluctuating amount of \$1.5778/gallon, plus \$0.3975 for transportation/ gallon, for a fluctuating total of \$1.9753/gallon for the 2009-2010 school year.

Yes: Aucker, Aurand, Folk, Hoffman, Kinney, Kroh, Moyer, Snook and Wagner
No: None
Motion Carried

7. **STUDENT NOTIFICATION SYSTEM**

Mr. Aurand moved and Mr. Aucker seconded a motion for approval to enter into an agreement with ALERTNOW for a student notification system at a cost of \$5,175.00.

Yes: Aucker, Aurand, Folk, Kinney, Kroh, Moyer and Wagner
No: Hoffman and Snook
Motion Carried

C. **POLICY AND PROGRAM RECOMMENDATIONS**

The following motion was removed from the agenda by President Kroh.

1. **EDUCATIONAL AND/OR CLASS TRIP**

Approval is requested of the trip for the Midd-West High School Ski Club to White River Junction and Killington, VT, from February 11, 2010, through February 14, 2010, at no cost to the District. *{Informational sheet included in the distributions folders.}*

D. **PERSONNEL RECOMMENDATIONS**

1. **ADMINISTRATIVE MEMORANDUM OF UNDERSTANDING**

The Memorandum of Understanding to the Administrative Compensation and Benefit Program between the Midd-West School District Board of Directors and the Midd-West Act 93 Administrators FAILED for lack of a motion. A copy of the Memorandum of Understanding was included in the agenda packet and by reference is included as a part of these minutes.

2. **CORRECTION OF SALARY FOR TEMPORARY PROFESSIONAL EMPLOYEE**

Mr. Aucker moved and Ms. Kinney seconded a motion to correct the salary for Bryan A. Kresley from \$37,192.00 to \$39,973.00.

Yes: Aucker, Aurand, Folk, Hoffman, Kinney, Kroh, Moyer, Snook and Wagner
No: None
Motion Carried

3. **LEAVES OF ABSENCE**

Mr. Aurand moved and Mr. Aucker seconded a motion to approve the following medical leaves of absence:

- a. District Office – Effective: July 28, 2009, through approximately September 8, 2009
- b. Middleburg Middle School – Effective: August 14, 2009, through approximately September 14, 2009

Yes: Aucker, Aurand, Folk, Hoffman, Kinney, Kroh, Moyer, Snook and Wagner

No: None

Motion Carried

4. **RESIGNATIONS**

Mr. Moyer moved and Mr. Aucker seconded a motion to accept the following resignations:

Scott A. Folk	Paint Crew Painter	July 10, 2009
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Joann R. Eppley	Part-time Instructional Assistant Emotional Support Program Middleburg Elementary School	July 20, 2009
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Erica L. Wagner	Junior High Girls Basketball Coach West Snyder Middle School	July 22, 2009
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Pamela L. Edelman	Part-time Instructional Assistant Learning Support Program Middleburg Middle School	July 24, 2009
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Yes: Aucker, Aurand, Folk, Hoffman, Kinney, Kroh, Moyer, Snook and Wagner

No: None

Motion Carried

5. **EMPLOYMENTS – CERTIFICATED**

Mr. Aucker moved and Mr. Aurand seconded a motion to employ the following individuals:

- a. Long-term Substitute – Rachel F. W. Ulsh – Vocal Music Teacher – Middleburg Elementary School – Effective: August 17, 2009, through the first semester of the 2009-2010 school year only – Salary: \$37,172.00 pro rated {*Replacement/Wetzel*}
- b. Temporary Professional Employee – Scott R. Test – Vocal Music Teacher – Middleburg Middle School – Effective: August 18, 2009 – Salary: \$37,172.00 {*Replacement/Samuelson*}

- c. Temporary Professional Employee – Andrew S. Finck – Vocal Music Teacher/Choral Director – Perry-West Perry Elementary School/Midd-West High School – Effective: August 19, 2009 – Salary: \$37,172.00
{Replacement/Hutchinson}
- d. Professional Employee – Kathleen J. Pennington – Technology Integration Coach – Midd-West School District – Effective: August 19, 2009, through the 2009-2010 school year only – Salary: \$46,741.00
{Replacement/Snook}

Yes: Aucker, Aurand, Folk, Hoffman, Kinney, Kroh, Moyer, Snook and Wagner

No: None

Motion Carried

6. **EMPLOYMENTS – CLASSIFIED**

Mr. Moyer moved and Mr. Folk seconded a motion to employ the following individuals:

- a. Classified Employee – Debra K. Boyer – Part-time Cafeteria Worker – Midd-West High School – Effective: August 13, 2009 – Salary: \$7.55 per hour *{Replacement/Arbogast}*
- b. Classified Employee – Dixie L. Musser – Part-time Cafeteria Worker – Midd-West High School – Effective: August 13, 2009 – Salary: \$7.55 per hour *{Replacement/Arbogast}*
- c. Classified Employee – Robin D. Shaffer – Part-time Cafeteria Worker – Middleburg Elementary School – Effective: August 13, 2009 – Salary: \$7.55 per hour *{New Position/Arbogast}*
- d. Classified Employee – Beth A. Beachel – Part-time Instructional Assistant – Personal Care – Midd-West High School – Effective: August 19, 2009, through the first semester {January 15, 2010} of the 2009-2010 school year with the possibility of continuing through the remainder of the 2009-2010 school year – Salary: \$7.55 {base} per hour, plus an additional \$0.25 added to base *{New Position/Fassett}*
- e. Classified Employee – Debra D. Phillips – Part-time Instructional Assistant – Life Skills Support Program – Middleburg Middle School – Effective: August 19, 2009 – Salary: \$7.55 {base} per hour, plus an additional \$0.50 added to base *{Replacement/Fassett}*
- f. Classified Employee – Lindsey E. Snyder – Part-time Instructional Assistant – Title I Reading Program – Middleburg Elementary School – Effective: August 19, 2009, through the 2009-2010 and 2010-2011 school years only – Salary: \$7.55 {base} per hour *{Replacement/Wetzel}*

Yes: Aucker, Aurand, Folk, Hoffman, Kinney, Kroh, Moyer, Snook and Wagner
No: None
Motion Carried

7. **APPOINTMENTS**

a. **EXTRA CURRICULAR**

Mr. Moyer moved and Mr. Aurand seconded a motion to appoint the following individuals for the 2009-2010 school year *{the stipends will be determined at a later date, following approval of the Midd-West School District Professional Staff Collective Bargaining Agreement}*:

Leslie S. Mohapp	Newspaper Advisor	MWHS
Kathryn E. Gaugler	Dramatics Director {fall play}	MWHS
Andrew S. Finck	Vocal Director {spring musical}	MWHS
Jennifer Hummel	Assistant Field Hockey Coach	MWHS
Ronald N. Flood	Baseball Coach – Head	MWHS
Russell A. Goodling	Junior High Boys Soccer Coach	WSMS
Matthew R. Yerger	Assistant Junior High Boys Basketball Coach	WSMS

Yes: Aucker, Aurand, Folk, Hoffman, Kinney, Kroh, Moyer, Snook and Wagner
No: None
Motion Carried

Mr. Moyer moved and Mr. Aurand seconded a motion to appoint the following individuals for the 2009-2010 school year *{the stipends will be determined at a later date, following approval of the Midd-West School District Professional Staff Collective Bargaining Agreement}*:

Roger E. Snook	Softball Coach – Head	MWHS
Gary E. Keister	Junior High Girls Soccer Coach	WSMS

Yes: Aucker, Aurand, Folk, Kinney, Kroh, Moyer, Snook and Wagner
No: Hoffman
Motion Carried

b. **SUPPORT TEACHERS**

Ms. Kinney moved and Mr. Moyer seconded a motion to appoint the following individuals as listed:

- i. Support teachers for the 2009-2010 school year, at a stipend that will be determined at a later date following approval of the Midd-West School District professional staff Collective Bargaining Agreement:

Faye L. Aurand
Henrietta C. Brennar
Judy A. Buranich

Matthew M. Dietz
Stacy A. Hostetter
Robert W. Margoless
Donald D. Pinci
Beth A. Rowles
Traci A. Sierer
Jessica L. Spaide
Jeannie C. Stroup

- ii. Mary F. Bogar as a support teacher for the first semester of the 2009-2010 school year, at a stipend that will be determined at a later date following approval of the Midd-West School District professional staff Collective Bargaining Agreement.

Yes: Aucker, Aurand, Folk, Hoffman, Kinney, Kroh, Moyer, Snook and Wagner

No: None

Motion Carried

8. **ADDITIONS TO SUBSTITUTE LISTS**

Mr. Folk moved and Mr. Aucker seconded a motion to approve the following individuals as additions to the substitute lists as follows:

a. **CERTIFICATED**

At the approved 2009-2010 school year rate:

<u>Name</u>	<u>Area of Certification</u>
Monica L. Barner	Early Childhood N-3/elementary K-6
Gwen M. Kline	Music
Ronald L. Kline	Elementary
Retta G. Lincicome	Elementary
Courtney P. Longacre	Early Childhood N-3
Kristie A. Mayer	Elementary K-6
Deborah E. Orris	Elementary
Denyel N. Shirk	Elementary K-6
Ruth Ann Solomon	Elementary

b. **CLASSIFIED/CLERICAL**

At a rate of \$7.25 per hour for the 2009-2010 school year:

Jocelyn D. Levan
Deborah E. Orris
Michelle S. Romig
Ruth Ann Solomon

c. **CLASSIFIED/FOOD SERVICE**

At a rate of \$7.25 per hour for the 2009-2010 school year:

Darlene R. Mitchell
Deborah E. Orris
Ruth Ann Solomon

d. **CLASSIFIED/INSTRUCTIONAL ASSISTANTS**

At a rate of \$7.25 per hour for the 2009-2010 school year:

Ronald L. Kline
Michelle S. Romig
Ruth Ann Solomon
Judy E. Yeater

Yes: Aucker, Aurand, Folk, Hoffman, Kinney, Kroh, Moyer, Snook and
Wagner

No: None

Motion Carried

9. **SCHOOL VOLUNTEER**

Mr. Aucker moved and Ms. Kinney seconded a motion to approve Jocelyn D. Levan as a school volunteer for the 2009-2010 school year.

Yes: Aucker, Aurand, Folk, Hoffman, Kinney, Kroh, Moyer, Snook and
Wagner

No: None

Motion Carried

10. **SCHOOL DENTIST**

Ms. Kinney moved and Mr. Folk seconded a motion to enter into a contract agreement with Dr. Gregory M. Swenson to conduct school dental examinations at a rate of \$40.00 per hour, plus \$1.50 per student for supplies, to be effective on September 1, 2009, through August 31, 2010. *{The rates remain unchanged from prior years.}*

Yes: Aucker, Aurand, Folk, Hoffman, Kinney, Kroh, Moyer, Snook and
Wagner

No: None

Motion Carried

VIII. OTHER

None

IX. PUBLIC COMMENT

Comment from the public is limited to 3 minutes per person and at the discretion of the Board President.

None

X. REPORTS

A. BOARD DELEGATES REPORTS

1. **CSIU** – Mr. Timothy E. Folk, District Representative – Report from July 15, 2009 *{report in distribution folders}* – Next meeting – September 16, 2009
2. **SUN AREA CAREER AND TECHNOLOGY CENTER** – Mr. Ronald L. Hoffman, District Representative – Next meeting – August 20, 2009 – No report
3. **PSBA LIAISON** – Mrs. Sherryl L. Wagner, District Representative – *{PSBA report in distribution folders}*
4. **ASSOCIATE STUDENT REPRESENTATIVES** – *{To be appointed at a later date}*

B. BOARD COMMITTEE REPORTS

1. **BUILDINGS AND GROUNDS COMMITTEE** – Mr. M. Richard Aucker, Chair
Next meeting – August 6, 2009, at 4:00 p.m., District Office – The meeting in August will be cancelled.
2. **TRANSPORTATION COMMITTEE** – Mr. Ronald L. Hoffman, Chair
Next meeting – August 6, 2009, at 7:00 p.m., MWHS Library – The August meeting will be cancelled.
3. **POLICY AND EDUCATION COMMITTEE** – Mrs. Sherryl L. Wagner, Chair –
Next meeting August 13, 2009, at 5:00 p.m., at the District Office

XI. INFORMATION ITEMS

A. DATES FOR BOARD MEMBERS' CALENDARS

AUGUST 6	BUILDINGS & GROUNDS COMMITTEE – 4:00 PM @ DO TRANSPORTATION COMMITTEE – 7:00 PM @ MWHS LIBRARY
AUGUST 12	NEW STAFF MEMBER ORIENTATION DAY – MMS @ 9:00 AM
AUGUST 13	POLICY & EDUCATION COMMITTEE – 5:00 PM @ DO
AUGUST 17	BACK-TO-SCHOOL NIGHT – ME {GRADES 3, 4 & 5} BACK-TO-SCHOOL NIGHT – WB {GRADES 1-4} @ 6:30 PM REGULAR MEETING – MMS @ 7:30 PM

AUGUST 18 K ORIENTATION & BACK-TO-SCHOOL NIGHT – ME {GRADES 1 & 2}
 K ORIENTATION – WB @ 6:30 PM
 STUDENT ORIENTATION – MMS & WSMS @ 6:30 PM

AUGUST 19-20 STAFF & TEACHER IN-SERVICE DAYS

AUGUST 20 BACK-TO-SCHOOL NIGHT – MWHS @ 6:00 PM
 K ORIENTATION & BACK-TO-SCHOOL NIGHT – PWP {GRADES 1-5}

AUGUST 24 FIRST DAY OF SCHOOL FOR 2009-2010

B. DISTRIBUTIONS

All distributions mentioned herein are included in separate files in the office of the Board Secretary.

XII. ADJOURNMENT

There being no further business, Mr. Aucker moved and Ms. Kinney seconded a motion to adjourn the meeting at 9:23 p.m.

Yes: Aucker, Aurand, Folk, Hoffman, Kinney, Kroh, Moyer, Snook and Wagner
No: None
Motion Carried

/s/ Jeri S. King
Secretary